

# Annual gas safety check and servicing



By law, LMH must carry out an annual gas safety check of your home. This check must take place even if you don't use gas currently or don't have a live gas supply. This document explains our responsibilities as a landlord, your responsibilities as a tenant, and how to avoid putting yourself at risk from faulty gas appliances.

### Our duty as your landlord, LMH will ensure:

- Your gas fittings (appliances, pipe work and flues), installed by LMH, or previously by Liverpool City Council, are maintained in a safe condition.
  - There are no gas leaks in your home.
  - Your smoke alarms are working correctly.
  - Your boiler is adjusted to give best efficiency possible .
- All work is carried out by a Gas Safe registered gas engineer.
- A gas service is carried out on each appliance/flue in your home every year. (For a new tenancy, all gas appliances/flues will be checked before you move in.)
- We keep a record of each annual gas service
- You will be given a copy of your home's current gas safety record. (For new tenants, this is included in your Welcome Pack.)

### Your duty as a tenant, you must:

- Allow LMH and our contractors access to your home to carry out vital maintenance and safety checks on our gas appliances.
- You are responsible for the servicing and repairs to any appliance you own. LMH can advise you of gas safe registered engineers in your area.

**Please note: Failure to give LMH reasonable access to your home to check gas appliances is dangerous for you, your family, and your neighbours. It is also a breach of your tenancy and it could result in legal action to enforce access, or LMH could end your tenancy.**

- Ask LMH for permission if you want to replace a gas appliance. For your own safety, always use a suitably qualified, Gas Safe registered gas engineer to carry out any work to a gas installation in your home.
- Contact LMH if you see the following danger signs:
  - Sooting or staining marks on or around the appliance.
  - A yellow lazy flame – not crisp and blue.
  - more condensation than normal in the room where the appliance is installed.
  - Anyone in your household suffering from drowsiness, headaches, nausea or pains in the chest when using a gas appliance.

**If you notice any of these signs, turn off the appliance immediately and contact LMH.**

### Gas Safety Tips

- Never try DIY with gas.
- Make sure your gas meter is clear of obstructions.
- Don't block up air vents, ensure flue terminals are kept clear and never cover appliances.
- Never use a gas appliance if you think it's not working properly.
- Whenever draught exclusion, double glazing or a conservatory extension is fitted to a room containing a gas appliance, the appliance should be checked for safety.
- Be cautious if buying a second hand gas appliance – don't scrimp on safety.
- Always follow the user instructions.
- If you smell gas or fumes, turn off the gas at the meter, open windows, put out naked flames, don't use electrical switches and call us straight away on 0800 678 1894. Alternatively call the National Grid Gas Emergency Freephone Number on 0800 111 999.

 **0800 678 1894**

### Head Office

The Observatory, 1 Old Haymarket, L1 6RA

Opening times: Monday to Friday, 8.30am to 5.00pm.

### Clubmoor Housing Office

Clubmoor Community Centre, 181 Townsend Lane, L13 9DY

Opening times: Monday to Friday, 9.00am to 5.00pm.

**Please note, the Clubmoor office is closed on Wednesday from 9.00am to 10.30am for staff training.**



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